

SECRET

10 January 1947

MEMORANDUM FOR: CHIEF, PERSONNEL DIVISION
CHIEF, FINANCE DIVISION
CHIEF, SERVICES DIVISION
CHIEF, SECURITY DIVISION
CHIEF, PROJECTS SUPPORT DIVISION
CHIEF, COMMUNICATIONS DIVISION
CHIEF, LEGISLATIVE LIAISON DIVISION ✓

Subject: Correspondence to Special Operations' Overseas Activities.

- 25X1A 1. Correspondence which is prepared to Chiefs of Missions or other activities overseas under the jurisdiction of the Office [REDACTED] 25X1A
[REDACTED] will be prepared in blank, on plain paper (no letter-heads) as to the name and title of the person to sign such correspondence.
2. Special procedures will have to be worked out by the Special Funds Section, Finance Division and Projects Support Division. These procedures should be prepared and submitted for the approval of the Assistant Director [REDACTED] 25X1A
- 25X1A 3. All other divisions or sections in PHA originating such correspondence will forward the correspondence to the Executive for Personnel and Administration who will route it to the Assistant Director [REDACTED] for approval and signature.

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